

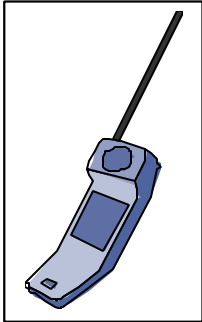
Governor Gray Davis • Business, Transportation and Housing Secretary Maria Contreras Sweet • Caltrans Director Jeff Morales

A Caltrans Program to Accelerate Project Delivery and Improve Design Excellence

Here 's a new set of ideas to help speed Caltrans projects along. These implementation steps and guides to appropriate policies and procedures are part of an overall effort to speed delivery while maintaining the excellence of our design products. They have been prepared as a result of various studies, task forces, quality efforts, legislative initiatives and other thoughts by serious thinkers in Design, Right of Way, Environmental, Local Projects, the Service Centers and Construction. To learn more, check out the Internet at <http://www.dot.ca.gov/hq/oppd/projaccel/index.htm> for information on other acceleration efforts.

• • • •

Gotta get ready for the Office Engineer? Call a Project Coordination Engineer . . .



These experienced engineers are points of contact for district project managers. Based in Sacramento, they travel to districts and regions to coordinate the ESC portion of project resources and schedules. These are the folks that prepare the Engineering Service Center portion of the project work plan and agreement. They represent all functions of the Engineering Service Center when attending District Project Development Team or project status meetings. They advise about potential project delivery issues to all involved and provide a way to identify priorities within a functional unit. For more information, contact Mickey Horn at 8-498-8693 or visit the Engineering Service Center Division of Program/Project Management's Home Page at: <http://onramp.dot.ca.gov/hq/esc/dppm/pce/pce.htm>

• • • •

Be kind to your Design Reviewer and he or she will be kind to you . . . Do you know the name of your design reviewer? Do you know where he or she sits? *Get to know them.* Headquarters has increased the number of reviewers (once known as Geometric Reviewers) from five to 11 in order to provide additional service to the districts. **Reason for the name change:** these experienced engineers know a lot more than geometrics. They're just as likely to help you out with a process problem as a geometric problem. And when you start looking for a design exception, these are the first people you need on board. They'll either help you find a way that doesn't involve an exception, or they'll be the ones who argue for that exception later on. For the name of the Design Reviewer nearest you, check out their website at <http://www.dot.ca.gov/hq/oppd/liaison/liaison.htm>, or call Terry Abbott at 8-453-0253.

• • • •

You've got a friend at the U. S. Army Corps of Engineers . . . And at several other permitting agencies. The Caltrans budget has increased by a bunch over the last couple of years, but the permitting agencies' budgets haven't – in some cases, *they've even been cut.* As a result, the agencies have been slow to respond to projects. TEA-21 allowed FHWA services to state Departments developing agreements with Engineers, National Marine Fish and Game, State Historic Coastal Commission. They're requests to review and provide permits for our to reimburse the agencies for providing premium of Transportation. Caltrans took this seriously – EPA, Fish and Wildlife Service, Corps of Fisheries Service, California Department of Preservation Office, and the California hiring now – biologists, archaeologists, etc, to do the analysis for the permits. **It's not as if there'll be shortcuts:** we'll still do the environmental spadework – but when our documents get to those agencies, there'll be somebody there to look at them. Check with your district environmental branch.



Accel/Excel Newsletter . . . A Caltrans Initiative To Accelerate its Excellence

There'll be some changes made . . . Approval of Change Orders, once mainly the province of Headquarters, more and more is becoming the business of the districts. Delegation of authority to approve contract change orders has been around since the 1990 Construction Manual. But to expedite the process further, Headquarters has delegated approval for CCOs up to \$200,000 to the districts. (Once this threshold is reached, each supplemental CCO also requires prior approval.) Headquarters still approves spec changes except lane requirements and hours of work. . . also, any change that extends time by 20 or more working days or more than 20% of contract working days. This speeds things by eliminating the Headquarters Review period. A CCO is a revision or addition to a contract *that must be approved before the work can be done*. **Don't make the mistake of allowing a contractor to do the work before the CCO is approved. For info, call Doug Saathoff at 654-6020.**



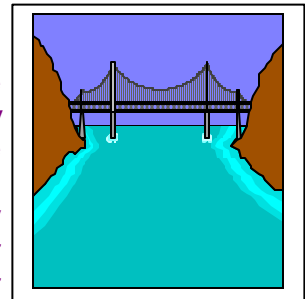
. . . .

Getting close to Right of Way Cert Date and you need that condemnation *now*? . . . Right of Way has developed guidelines that allow County Boards of Supervisors to approve Resolutions of Necessity, the first step in legal condemnation actions. This process supplements that of the California Transportation Commission. **What are the benefits?** County Boards, meet more often than the commission, are able to respond more quickly. They're sensitive to local interests, too, and should be more convenient for property owners. **How does it work?** The department will recommend its use to LPA's, which will in turn seek passage of a resolution by the local Board of Supervisors agreeing to hear Resolutions of Necessity. **What does it mean for you?** You can include the local condemnation agreement provision in a Cooperative Agreement. Contact your local Right of Way Project Coordinator or Vern Rhinehart in HQ at 464-4456



. . . .

Need help with a Structures issue? . . . Here's how to get the info you need early: The Engineering Service Center's Division of Structure Design has Technical Liaison Engineers whose whole job is to communicate with the district staffs on technical issues -- *at early stages of projects*. The primary function of these engineers, who visit the districts regularly, is to improve Advance Planning Study work and to help ensure minimal scope changes as projects progress through design. Improved scoping should improve early cost estimates and minimize significant cost changes during design. Look for your liaison where the federal and headquarters coordinators congregate, or check with the Division of Structure Design in Sacramento at 8-498-8115.



. . . .

Local Agencies: Listen up! . . . Having a problem figuring out what's a direct and an indirect cost reimbursement? Not the easiest thing in the world, eh? The Caltrans Local Programs unit has just issued new procedures to sort out the matter. They also provide sample invoices. Local agencies may include indirect costs when asking for reimbursement for both federally and State funded projects. Specifically, this applies to federally authorized work with costs incurred after June 9, 1998, all STIP projects, and to any State funded project. However, completed projects that already have a Final Report of Expenditures **will not** be eligible for retroactive indirect cost reimbursement. See the Local Programs Procedures (LPP 00-02) revised Chapter 5 for more details. Electronic access to LPP 00-02 is on the Local Programs Web site at: <http://www.dot.ca.gov/hq/LocalPrograms/> (Click on publications). For questions on local agency project delivery call Eric Koch at 8-453-3840 or 916-653-3840.